Implementation Manager Meeting Minutes

Name of group holding the meeting: Implementation Managers

Who called the meeting: Bob Bair

Date: 9/12/02
Time: 2:00
Place OFM Conference Room

Attendees:

Bob Bair	(CSC)
John Sansing	
Bill Starr	
Patricia Jackson	
Gary Gilbertson	(Census)
Tanya Booth	
Becky Sweeney	(NOAA)
Doug Day	(NIST)
Mike Stogsdill	
Teresa Coppolino	
Wende Wiles	
Joe Hurney	(EDA)
Ghee Tara	

Agenda:

CSC Initiatives for FY 2003

Key issues or topics addressed:

Bob passed out a revised CAMS/CSC FY 2003 Initiatives Planning Document

Reimbursable Agreements Upgrade (RAU): NIST asked if January 30th date for completion of bureau functional acceptance testing was solid and Bob said the CSC is confident that the date will be met. NIST stated that it was important to meet the date. Bob reiterated that the release will include only phases I and II and John explained why phase III-V would not be done at this time. The CSC will send out the draft requirements document in a PDF and paper format to the bureaus for their review.

Accounts Receivable Refinements: The CSC plans to move this software into maintenance in now new major problems are identified. John will review NIST's list of deferred AR GUI functionality and software errors and then meet with the bureaus to talk about solutions.

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Accounts Receivable Conversion: The CSC will start requirements development by the end of September and deliver a solution by February 1, 2003. John is assessing possible strategies for feasibility. The CSC needs to talk to NIST and Census to see what is necessary. Although John has a work load estimate, it is not solid.

Standard Interface Accounts Receivable: John explained the 3-stage process and the CSC acknowledged that we need to start developing the requirements. The bureaus will assess the 3 phases and if they do not meet requirements, the bureaus will identify what is absolutely necessary. Bob stated that the schedule represented a worst case scenario. There are some dependencies within the phases and they may need to be restructured. NIST need lockbox and phase IIb requirements sooner than September 30, 2003. NOAA needs to interface from other feeder systems into CAMS and as such, needs the interface sooner.

Upward/Downward Prior Year Adjustments: John handed out NIST issues with Upward/Downward Prior Year Adjustments and said the CSC will do 2, 3, 4, 6, 7, and 9. He is looking at 10 and 11.

GUI Migration Strategy: NIST needs full migration by January 2004 to get off IBM AIX operating system. EDA needs to be on database version 8 or higher in FY 2003. The CSC needs technical requirements from each bureau. Ken Pooton will lead the working group.

CSTARS/CFS Interface: The requirements analysis and enterprise application interface (EAI) analysis will be completed in October. The issues are: cost, what can we do and when, and who will fund the project.

Other Initiatives: Bob asked the bureaus to review the other initiatives and let the CSC know if they had different order of priority. NOAA said Loans is important and NIST said Reorganization is important.

Action Items

1. John will e-mail Doug Day with a date that John will review the NIST list.
2. Becky Sweeney will send list of 30 NOAA Accounts Receivable requirements to NIST
3. John will get information on Accounts Receivable fixes through September and get them out to the group.

Dates of Future Implementation Manager Meetings – **All meetings will be teleconferenced at CSC and Census**

October 10   CSC
November 14   CSC